

Sandfoss, Kristina

From: Ashley, Cheryl
Sent: Monday, April 17, 2017 1:34 PM
To: Atkinson, Ryan; Martinson, Alice; Jones, Laura; Sawyer, Rena; Sinani, Carly; Blowe, Brittany
Cc: Taylor, Jeremy
Subject: RE: Donna Assignment.
Attachments: Tentat Offers - Pending Onboarding 04-17-17.xlsx

The attached report should be final. Made one last change for OCSPP.

Cheryl Ashley, PHR

Lead Human Resources Specialist
U.S. Environmental Protection Agency
OARM/HRMD-RTP (MD-C639-02)
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919-541-0347
919-541-2186 (FAX)
ashley.cheryl@epa.gov



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From: Atkinson, Ryan
Sent: Monday, April 17, 2017 1:01 PM
To: Martinson, Alice ; Jones, Laura ; Sawyer, Rena ; Ashley, Cheryl ; Sinani, Carly
Cc: Taylor, Jeremy
Subject: RE: Donna Assignment.

Okay, that's news to me. So, do I have the final consolidated report (is that the one Cheryl just sent)?

Ryan Atkinson
Deputy Director
US EPA, HRMD, RTP
Phone: 919-541-2425
Fax: 919-541-1360



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From: Martinson, Alice
Sent: Monday, April 17, 2017 1:00 PM
To: Jones, Laura <Jones.Laura@epa.gov>; Sawyer, Rena <sawyer.rena@epa.gov>; Ashley, Cheryl <Ashley.Cheryl@epa.gov>; Sinani, Carly <Sinani.Carly@epa.gov>
Cc: Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>
Subject: RE: Donna Assignment.

Jeremy told me that this is in Ryan's court.

~ Alice

Alice Martinson
Acting Section Chief, RTP-SSC
U.S. Environmental Protection Agency
OARM/HRMD-RTP (MD-C639-02)
Research Triangle Park, NC 27711
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From: Jones, Laura
Sent: Monday, April 17, 2017 12:58 PM
To: Sawyer, Rena <sawyer.rena@epa.gov>; Martinson, Alice <Martinson.Alice@epa.gov>; Ashley, Cheryl <Ashley.Cheryl@epa.gov>; Sinani, Carly <Sinani.Carly@epa.gov>
Cc: Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>
Subject: RE: Donna Assignment.

One of us needs to forward this to Arron, correct?

Laura Jones
Chief, Section 2B (Servicing ORD and OGC)
RTP Human Resources Shared Service Center
US EPA, OARM-RTP, HRMD
Durham, NC 27711
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(919) 541-0160 (fax)



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From: Sawyer, Rena
Sent: Monday, April 17, 2017 12:57 PM
To: Martinson, Alice <Martinson.Alice@epa.gov>; Jones, Laura <Jones.Laura@epa.gov>; Ashley, Cheryl <Ashley.Cheryl@epa.gov>; Sinani, Carly <Sinani.Carly@epa.gov>
Cc: Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>
Subject: RE: Donna Assignment.

Okay. Thanks Alice.

Rena E. Sawyer
Chief, Section 1A
U. S. EPA
Office of Administration and Resources Management-RTP
Human Resources Management Division (C639-02)
Operations Branch 1
Research Triangle Park, North Carolina 27711
(919) 541-3677
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From: Martinson, Alice
Sent: Monday, April 17, 2017 12:56 PM
To: Sawyer, Rena <sawyer.rena@epa.gov>; Jones, Laura <Jones.Laura@epa.gov>; Ashley, Cheryl <Ashley.Cheryl@epa.gov>; Sinani, Carly <Sinani.Carly@epa.gov>
Cc: Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>
Subject: RE: Donna Assignment.

Yes, I confirmed with Carly that this should only include those for which we have extended a tentative offer.

~ Alice

Alice Martinson
Acting Section Chief, RTP-SSC

U.S. Environmental Protection Agency
OARM/HRMD-RTP (MD-C639-02)
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From: Sawyer, Rena
Sent: Monday, April 17, 2017 12:23 PM
To: Jones, Laura <Jones.Laura@epa.gov>; Ashley, Cheryl <Ashley.Cheryl@epa.gov>; Sinani, Carly <Sinani.Carly@epa.gov>; Martinson, Alice <Martinson.Alice@epa.gov>
Cc: Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>
Subject: RE: Donna Assignment.

Mine is too.

However, I just wanted to ask, this list does not include any certificates returned from the program that we are just holding because we couldn't move to the tentative job offer, right?

Rena E. Sawyer
Chief, Section 1A
U. S. EPA
Office of Administration and Resources Management-RTP
Human Resources Management Division (C639-02)
Operations Branch 1
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From: Jones, Laura
Sent: Monday, April 17, 2017 11:50 AM
To: Ashley, Cheryl <Ashley.Cheryl@epa.gov>; Sinani, Carly <Sinani.Carly@epa.gov>; Martinson, Alice <Martinson.Alice@epa.gov>; Sawyer, Rena <sawyer.rena@epa.gov>

Cc: Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>

Subject: RE: Donna Assignment.

Looks good from my section. Thanks!

Laura Jones
Chief, Section 2B (Servicing ORD and OGC)
RTP Human Resources Shared Service Center
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Durham, NC 27711
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From: Ashley, Cheryl

Sent: Monday, April 17, 2017 10:44 AM

To: Sinani, Carly <Sinani.Carly@epa.gov>; Jones, Laura <Jones.Laura@epa.gov>; Martinson, Alice <Martinson.Alice@epa.gov>; Sawyer, Rena <sawyer.rena@epa.gov>

Cc: Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>

Subject: RE: Donna Assignment.

Chiefs,

Attached is the complete report. Please let me know if anything else should be changed. Thanks!

Cheryl Ashley, PHR

Lead Human Resources Specialist
U.S. Environmental Protection Agency
OARM/HRMD-RTP (MD-C639-02)
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919-541-0347
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From: Sinani, Carly
Sent: Friday, April 14, 2017 2:42 PM
To: Jones, Laura <Jones.Laura@epa.gov>; Martinson, Alice <Martinson.Alice@epa.gov>; Ashley, Cheryl <Ashley.Cheryl@epa.gov>
Cc: Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>
Subject: RE: Donna Assignment.

I am attaching the almost completed report for Arron.

It is missing the selectees name for the following three actions. Please complete the report and send to Arron.

| | | | | | | | |
|----------|---------|------------------|----------|-------|---------------|----------------------|---------------|
| FBC00000 | (b) (6) | Pending EOD | External | 74341 | 16 0599520 | RTP-OCFO-M-2017-0008 | SUPERVISORY |
| GBC00000 | (b) (6) | Pending PSB Info | External | 93336 | 16 2474386 | | IT SPECIALIST |
| GAG00000 | (b) (6) | With PSB | External | 94168 | 16 2553174 | RTP-OEI-MP-2017-0006 | PROGRAM AN |

Alice and Cheryl – if you have additional selectees to add (RE: prior email), please add them before sending this to Arron (since I will be out until Tuesday.)

If you have questions on Monday, please contact Ryan.

Note: the raw data is hidden in the spreadsheet if you need it.

From: Helm, Arron
Sent: Thursday, April 13, 2017 12:30 PM
To: Atkinson, Ryan <Atkinson.Ryan@epa.gov>
Cc: Sinani, Carly <Sinani.Carly@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>
Subject: Donna Assignment.

We need to pull a list, by Org, of all of the tentative job offers made that were not on the approved list that are still pending. It needs to be scrubbed of any that customers have already asked us to rescind. Also, broken out by Internal AA-ship; Internal EPA, External. Please coordinate with the other SSCs so we can provide a single response covering all.

This is a short turnaround assignment, tomorrow would be ideal, Monday if necessary.

Let me know if you have any questions.

Arron E. Helm
Director
Office of Administration and Resources Management
Research Triangle Park
(919) 541-4252



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